

**Highlights of NASA Ames Research Center's Request for Proposal (RFP) for
Research and Technology Development Services (R&T) NNA09251287R**

This RFP is intended to result in the award of a single award Indefinite-Delivery Indefinite-Quantity (IDIQ) Cost Plus Fixed Fee contract, with a two-year base period and three one-year priced options. The Government does not intend to acquire a commercial item using FAR Part 12. The NAICS code and Size Standard is 541712 - Research and Development in the Physical, Engineering, and Life Sciences, with a size standard of 500.

The ARC phase-in effort will begin at the time of contract award (estimated award date is early July 2009).

SPECIFIC FEATURES OF THIS DRAFT RFP

1. SECTION B - SUPPLIES OR SERVICES AND PRICE/COSTS

During the performance of the resulting contract, the Government plans to issue task orders with clearly defined objectives, thus avoiding open-ended requirements. This approach will allow the Government to more accurately define the risk and costs associated with each task assignment.

The Government envisions that approximately 7 task orders may be authorized within the first 90 days of the contract; however, the number of task orders could increase based on the Government requirements. A performance-based approach does not require that separate CLINs be established for each task order. Task orders under this contract are expected to vary in complexity, risk and duration.

2. SECTION C - DESCRIPTION/SPECIFICATION/WORK STATEMENT

The Statement of Work (SOW) applicable to this RFP describes the requirements for work to be performed under a performance-based contract at NASA Ames Research Center. The SOW is intentionally written describing the overall scope of R&T requirement to be accomplished. The task orders will be written in an "outcome/output" manner to allow the successful Contractor to perform the effort on a completion basis. This approach will require greater diligence on the part of the Government, in terms of clearly stating the objectives of each task order and on the Contractor for deciding how to meet the Government's requirements in a cost effective and timely manner.

3. SECTION D – PACKAGING AND MARKING

No significant features or issues in this section.

4. SECTION E – INSPECTION AND ACCEPTANCE

No significant features or issues in this section.

5. SECTION F – DELIVERIES OR PERFORMANCE

As each task order is issued and authorized, the task requester will identify the delivery date, reporting requirements, cost and performance objectives.

The delivery of reports frequently found in Section F can be found in Section J, Paragraph J.1, Item (a), Attachment 2, *Contract Data Requirements List*.

6. SECTION G – CONTRACT ADMINISTRATION DATA

No significant features or issues in this section.

7. SECTION H - SPECIAL CONTRACT REQUIREMENTS

(a) *Task Order Procedure* clause (See Paragraph H.2). As part of the task order negotiations process, the Contracting Officer and the Contracting Officer's Technical Representative (COTR) will assess the direct labor and indirect rates proposed for the individual task orders, and compare them against the successful offeror's original proposal.

(b) *Incorporation of the Contractor's Proposal* clause (See Paragraph H.5). The Contractor's Mission Suitability and Cost volumes of its proposal including revision(s), submitted in response to the solicitation entitled "Research and Technology Development Services (R&T)" will be incorporated into the contract by reference.

(c) *Performance Assessment* clause (See paragraph H.13). As part of the Government's surveillance activities a periodic performance assessment will be conducted under this contract. This information will be provided to the contractor for corrective actions and performance improvement.

(d) *Contractor Purchasing* clause (See paragraph H.14). The contract (or task order) Statement of Work (SOW) describes the work to be performed. The contractor may be required to carry out limited purchasing functions in performing this SOW. These purchasing activities should promote competition to the maximum extent possible and promote best value purchases.

(e) *Non-personal Services* clause (See Paragraph H.15). The Contractor shall not perform any inherently governmental actions under this contract. No Contractor employee shall hold him or herself out to be a Government employee, agent, or representative. No Contractor employee shall state orally or in writing at any time that he or she is acting on behalf of the Government.

8. SECTION I – CONTRACT CLAUSES

(a) *Personal Identity Verification of Contractor Personnel* clause (See Paragraph I.2) addresses the contractor's compliance agency personal identity verification procedures identified in the contract that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, and Federal Information Processing Standards Publication (FIPS PUB) Number 201.

9. SECTION J - LIST OF ATTACHMENTS

No significant features or issues in this section.

10. SECTION K - REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS

No significant features or issues in this section.

11. SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

(a) FAR 52.215-1, *Instructions to Offerors-Competitive Acquisition*, ensures that offerors are aware that the Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. The Government seeks to maximize the quality of the offeror's initial proposal, improve the efficiency of the selection process, and reduce lead-time.

(b) Cost/Price Proposal (Volume III). Rates contained in Attachment J.1(b)3 Direct Labor Rates, Fringe Rates, Indirect Rates, Fixed Fee, and Ceiling Rate Matrices will be incorporated by reference into any resultant contract as Attachment J.1(a)7.

(c) **CHANGE FROM DRAFT RFP.** Changes have been made under the Management Approach and Technical Understanding Subfactors. Please read these areas carefully. Under Management Approach, the element, Key Personnel, has been removed completely.

(d) **CHANGE FROM DRAFT RFP.** Changes have been made under the provision L.5. PROPOSAL PAGE LIMITATIONS. The page limitations established for each portion of the proposal has been changed to:

Proposal Component	Page Limit ¹
Cover Letter	No limit
Volume I — Mission Suitability Proposal	See below
A. Management Approach	40²
Total Compensation Plan	No limit
Organizational Conflicts of Interest Plan	No limit
B. Technical Understanding	50
C. Safety and Health Plan	No limit
Volume II — Past Performance Proposal	25³
Volume III — Cost/Price Proposal	No limit

¹ These limits apply only to content pages. Paragraph L.5(c) lists page types which are not affected by this limit.

² In the Management Approach written response, commitment letters are limited to one page per individual; resumes are limited to 3 pages total per individual. See paragraph L.5(c).

³ No limit to length of past performance questionnaire responses.

12. SECTION M – EVALUATION FACTORS AND AWARD

Offerors are advised to review this section carefully. The evaluation approach is outlined in paragraph M.2, *Evaluation Approach*.

(a) **CHANGE FROM DRAFT RFP.** Under the provision M.3. WEIGHTING AND SCORING the numerical weights assigned to the Mission Suitability subfactors have been changed. The Mission Suitability subfactors to be evaluated are weighted for purposes of assigning numerical scores as follows:

MISSION SUITABILITY	
Subfactors	Assigned Weight
Management Approach Organizational Structure/Partnering Approach Staffing, Recruitment, Retention, and Training Phase-in Plan Total Compensation Plan Organizational Conflicts of Interest Avoidance Plan	400
Technical Understanding	500
Safety and Health Plan	100
TOTAL	1000

CONCLUSION

As a final note, the information provided in these highlights is not intended to be construed differently from the information in the RFP.

This concludes the Highlights for the RFP.

Please address any questions to the following:

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